SMITH's George Oswald :Roll of Service: November 1918 – May 1919 (061)

University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

Dec. 18. 1918.

Dear Mr. President.

I have been thinking over the suggestion regarding an exchange of Rooms and have talked it Principal Hutton about it. I think it is important that this Room, 15, should be retained for the Latin Department of the College, and that it would be better for me to stay here and keep the Roll of Service with me, despite some inconvenience, if the Extension staff cannot be accommodated elsewhere in the West wing.

Yours very truly
G. Oswald Smith

University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

Memorandum from G. O. Smith.

Dec.4,1918

First Year General Course, Latin.

The registration by sections now stands as follows:-

Mr.Duff ------ 49

Mr.Woodhead ---61

Mr.Hardy ------44

Even earlier in the term the sections were over large for satisfactory teaching, and the lecturers are volutarily giving an extra class per week to help the weaker students. Now the difficulty is being increased by the admission of a number of late entries, some of them recently discharged men. The original class list also includes some returned men who may need additional help over and above the ordinary class instruction. After consulting with the lecturers I can see no other way to do justice to the needs of these students except by creating a new section for them. If they are all together in one section, it would be easier to help them to catch up with the work. Prof.Dale cannot take this work as he has other lectures at the hours assigened to this class. I had better take it myself, if it can be arranged that the preparation of the University war record and final revision of the Roll of Service can be delayed. Miss MacGillivray can now take complete charge of a good deal of this work, with some extra help beyond what is now provided for in the estimates. As this extra Latin section, in view of its character, may involve a good deal of "consultation" etc. besides the regular four lecture hours, I might not have time to make much progress in writing the war record till the Long Vacation; and I might have to ask for a postponement of my "half-leave" from Latin teaching till next session. This seems to be the only solution for the difficulty which has come upon us in mid-session where any arrangement must be more or less improvised.

University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

229 Crawford Street

Dec. 23. 1918.

Dear Mr. President.

I have not yet sent you a formal estimate for an extra appropriation to meet the new needs that have arisen, as I have yet to get exact figures from Mr Hamilton for the enlarged supplement, and from the Superintendent for the new "memorial boards." Apparently the boards will cost somewhere between $300 and 400. (The boards after serving their immediate purpose can be adapted for use as ordinary notice boards.) I am sending you this statement so as to ask your permission for them to go ahead, pending a formal authorisation.

I am sorry that I can not send you for Christmas the first copy of the Roll's supplement. I had hoped to have it issued and off my mind a month ago. The delay is partly due to the many casualties in Sept. and Oct., involving many changes in the proof: but it is also due to the fact that apparently the Press is so loaded up with commissions of every kind, that they can not get out even an Official publication like this in reasonably quick time. It is annoying, as I have been waiting for a page proof for 3 weeks or so, during which period I had time to read it, and after this I may not have so much time. Having this supplement on this my mind & having part of Mr Duff's work in hand I am afraid I have not made so much progress in preparation for the final edition as I had hoped to make. The Principal has spoken to you about the need of a new class in Latin, which I shall have to take. Consequently I am afraid I shall not make much headway in the war-book till after the end of April. We can go on collecting the material in the meantime. For the individual records I think it will be best to communicate with the men themselves, and in most cases this may not be feasible till they actually return home. Now that the war is over

I should like to see you sometime regarding the plan and scope of the war-book (or books). I shall be in College most days of the vacation, or can arrange to come there at any time you choose.

Will you and Lady Falconer please accept our best wishes for this season, the happiest Christmas for us all since 1913.

Yours sincerely

G. Oswald Smith.

Board

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University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

March 6.

Dear Mr. President

I am sorry to find that I was mistaken in telling you the other day that full provision had been made for the Memorial Board. When I asked for a special appropriation for that purpose some time ago I took the estimate provided by the Superintendent. Now the cost seems likely to exceed that estimate - to just what extent I do not yet know. I have asked Mr. Bonus to get me an exact & final figure if possible before next Thursday, which I will submit to you.

Yours sincerely J. C. Smith.

Board

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University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

March 20. 1919.

Dear Mr. President.

I think that if I am to retain Miss MacGillivray's assistance, she should be offered a substantial increase in salary. Apart from this consideration, I had been thinking of asking that next year she should be given a higher standing and be entrusted with a more responsible part in preparing the final Edition of the Roll of Service.

I do not yet know just how my own time and work will be distributed next session, but in any case it is probable that I may not be able to give so much personal attention to the details of the Roll of Service. Miss MacGillivray has done her work

very well and has acquired adequate experience; - and she could prepare a large part of the Roll with comparatively little supervision from me.

I wish, therefore, to recommend that for the year 1919-1920 she be appointed Assistant Editor of the Roll of Service, and to ask that her salary be $1000.

Yours very truly

J. Oswald Smith.

(Confid.)

ROLL OF SERVICE

University of Toronto
TORONTO, CANADA

May 5th, 1919

Dear Mr. President:

In view of what you said the other day about the size of the final War-book, I am submitting a second scheme:-

Using a larger page, thinner paper and distinctly smaller type, also using more abbreviations than I first planned, we could, I think, comprise the material into one large volume. The general appearance of each page would not be so attractive, but a single volume would be an advantage.

Roll of Service (12 or 14 records a page) ----- 100 pages
Memoirs of the Fallen (4 or 5 a page) --------- 100 pages
Narrative Section ---------- 75 pages
Origin -------- 25 pages

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300 pages

For the present printing use the Imperial part of the University of Toronto Press - 1500 copies. For the thinner paper, the book would be about twice the bulk of that volume. Or if the memoirs take up too much space they might be printed in a small separate volume. In view of all the information which many of the relatives of the killed have sent me, I would not like to abandon altogether the plan of writing 'personal' memoirs of them.

If you think either of these schemes is better than the one first proposed, you might telegraph the number of words I gave you, as in any case they are longer than the average would be, and I had better devise another and shorter plan of statement for each record.

[illegible] I think the general appearance of such a book would be like that of the Harvard "Quinquennial". I have not yet got a way of this, but will try to have one when I see you again about the matter.

[illegible] examination papers I wish to be away for this week, as I shall have to be here through most of June and July. Will it be all right if I defer seeing you till after Convocation?

Yours very truly,

G. O. Smith

University of Toronto
TORONTO, CANADA

ROLL OF SERVICE

Plan of Final Edition of the Roll of Service, etc.

* * *

Three or four Volumes.

1. General narrative account. 150 pages.
2. Memoirs of the Killed, average three records to a page, with introduction etc. 200 to 250 pages.
3. (or 3 and 4) Roll of Service(excluding the Killed) 5500 records set out in "tabular" form, averaging 6 lines a record 7 records a page. 800 pages.

1150 to 1200 pages.

Note.

This estimate is based on the present size of page and of type in the Roll of Service.

A slightly larger page and thinner paper would probably look better. The volumes would be less bulky.

If thinner paper and a smaller type (e.g. that of the Calendar) be used, the cost would be 15 to 20 % less,

Another consideration in connection with the cost would be the number of copies bound in cloth.

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University of Toronto.

Roll of Service.

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Dear Sir,

In December 1917 the Board of Governors issued a provisional edition of the University of Toronto Roll of Service, to which a supplement was added a year later. In these editions it was not possible to publish full details. They now propose to compile a final account, in complete form, of each man's service for the University records, and as much of this information as possible will be published in book form, together with a short narrative history of the University in the war. This record will be comprised of two or three volumes. Conditions as to price etc. will be announced later. (To those who wish to have the abbreviated record only, such as has been given in the provisional editions, a short supplement to the Roll, similar to that issued in 1918, will be sent free of charge).

Your record, as we now have it, is given on the enclosed form. Will you kindly return this to me as soon as possible, after making needed corrections and additions in accordance with the following suggestions :-

a) Give Canadian militia unit prior to enlistment for active service.

b) Give all dates - of original enlistment, promotions, transfers, honours, casualties, discharge etc.; also of leaving Canada, and of going to France or other fronts. (The dates given by us often need correction, as they sometimes refer to the official report, not the actual occurrence).

c) In reference to casualties and honours give the names of places also.

d) Give the particular units, not merely the branch of the service; e.g. for the Medical Service give not only "C.A.M.C.", but all the units with which service was rendered.

e) Shew which services were rendered in Canada, Britain, France etc., respectively.

Space is given on the second page for recording further details, such as particular battles or sections of the front in which you served. If the set form is not convenient the whole record may be given here.

In recording honours, enclose when possible a copy of the Official record of the service or action for which the award was made, or failing that, an brief statement of the facts. Under honours include "Mention in Despatches" or for "Valuable Services".

Yours truly,

G. Oswald Smith,

Editor, University of Toronto

Roll of Service.

University of Toronto

TORONTO, CANADA

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ROLL OF SERVICE

Specimen record (No. 1)

Jones, James William; B.A., Univ. Coll. 1919 (1917); Medicine Hat. 119th Bn., Pte.-Nov. 15; Cpl.-Mar. 16; Sergt.-May 16; O/S June 16 to France, 19th Bn., Pte.-Aug. 16; Cpl.-Dec. 16; Sergt.-Jan. 17; Ypres- Aug. 16-Jan. 17; Wded nr. Arras-Feb. 5, 17; Cadet-Apl. 17; France, 19th Bn., Lieut. July 17; M.C. for bravery in raid nr. Lens- Aug. 7, 17; Capt.-Sept. 17; D.S.O. for service in attack nr. Lens Oct. 2, 17; Wded, Hill 70- Nov. 11, 17; Inval. & Disch. to R.O. Jan. 1, 18.

This gives units chronologically. No 2. separates Units & Ranks, scenes of service, casualties, honours.

Specimen record No.2

Jones, James William; B.A.,Univ.Coll.,1919 (1917); Medicine Hat.
119th Bn.,Pte. -Nov.15; Cpl.-Mar.16; Sergt.-May 16; 19th
Bn.,Pte.-Aug.16; Cpl.-Dec.16; Sergt.-Jan.17. Cadet -Apl.17;
Lieut.-July 17; Capt.-Sept.17;
Ypres, Arras, Lens.
Wounded,nr.Arras, -Feb.5,17; Hill 70,- Nov.11,17.
M.C. for bravery in raid nr.Lens,-Aug.7,17; D.S.O. for service
in attack nr.Lens Oct.2,17*.
Inval.& Disch.to R.C. Jan.1,18

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University of Toronto

TORONTO, CANADA

ROLL OF SERVICE

Specimen memoir of the killed (imaginary case)

Charles William Spurgeon Feb.10,1895 -- Aug.8,1918

Second son of Mr.John P.Spurgeon of Aurora. Born at Aurora and educated at the Public and High Schools of that town.

He entered University College in October 1913, with the Second Blake Scholarship. He was elected President of his year, and in May 1914 obtained First Class Honours in Classics. In October 1914 he joined the C.O.T.C., being promoted Sergeant in March 1915, and obtaining the Proficiency certificate.

In August 1915 he joined the 58th Battalion, C.E.F., D Company, as Lieutenant. Shortly before the unit went overseas he was promoted Captain. After reaching England in October, he reverted to th rank of Lieutenant to go to France. Through the following winter he served in the Ypres salient, and was Mentioned in Despatches in March 1916. He served through the Somme campaign till he was severely wounded at Regina Trench on October 9th. For his bravery in leading his platoon in the attack on that day he was awarded the Military Cross. After five months in hospital he returned to his regiment in March 1917. He was present at the Vimy advance and was awarded a Bar to his Military Cross for his gallantry at Fresnoy in May. He served through the Passchendaele campaign in the autumn of 1917, and was promoted Captain the following January. On the first day of the Battle of Amiens he was killed while leading his men forward over open ground under heavy fire.

"A very gallant officer and beloved by all those under his command" He was buried at the Military Cemetery in ******.

"appreciations" to be very brief, usually quotations from letters written from the front.